

Adult Education & Literacy Calendar

May 28, 2015

Date	Description	Time/Location	Contact
July 16-18 2014	<p align="center">Adult Education and Literacy (AEL) Institute</p> <p>The AEL Institute's annual conference on adult education and literacy will provide opportunities for participants to learn about recent and upcoming changes in the delivery of services to adult learners in Iowa. This conference is geared towards</p> <ul style="list-style-type: none"> • ESL Instructors and para-educators • HSED Instructors and para-educators • ABE Instructors and para-educators • Adult Literacy Coordinators • HSED Examiners • Community College, Department of Corrections and Department of Education personnel <p>Attendees may attend the Pre-Conference only on July 16th, the Conference on July 17th and 18th, or both the Pre-Conference and Conference. Conference keynote speaker will be Craig Boykin (from GED to PhD).</p> <p align="center"> Conference Brochure Register Here </p>	Iowa State University Scheman Center Ames, IA	Phyllis Hinton 515-281-4723
August 8 2014	<p align="center">New Instructor Workshop (pilot)</p>	9am-tbd KCC Cedar Rapids, IA	Phyllis Hinton 515-281-4723
August 19 2014	<p align="center">New Coordinator Workshop</p> <p>Topics for this meeting include:</p> <ul style="list-style-type: none"> • Program targets • Financial claims 	10:00 am – 4:00 pm 400 E. 14 th St., Grimes Bldg., B-100	Phyllis Hinton 515-281-4723

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	<ul style="list-style-type: none"> • Data • Program monitoring <p>Please bring your own laptop, lunch, and snacks</p> <p>Register Here by August 12, 2014</p>	Des Moines, IA	
September 9 2014	IHCC Desktop Monitoring	10:00 a.m.-11:30 a.m.	Phyllis Hinton 515-281-4723
September 16 2014	KCC Site Visit	Cedar Rapids	Phyllis Hinton 515-281-4723
September 19 2014	Iowa Literacy Council	9 am – Noon Drake University School of Education 3206 University Ave. Des Moines, IA	Phyllis Hinton 515-281-4723
September 23 2014	Standards-In-Action Webinar I Register Here by September 22, 2014 to receive meeting link	3:00-4:00 PM Webinar	Phyllis Hinton 515-281-4723
October 1-3 2014	IDEA Conference "The Future Is Bright!" Information	Ramada Tropics Resort/Conference Center Des Moines, IA	

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Date	Description	Time/Location	Contact
October 1 2014	<p>Teaching in Adult Literacy (TEAL): Universal Design for Learning: Addressing Barriers</p> <p>LINCS facilitated, asynchronous, online course</p> <p>Approximately 2 hours per week for a month</p> <p>Participants are expected to read and post at least once in each of the course discussion forums; submit the required journal activities; watch recorded presentations, read the background readings and resource pages of the course; set a goal for their professional growth; and complete assignments and the final evaluation. Participants must successfully complete course requirements to receive a certificate of completion.</p> <p>By the end of the course, participants will be able to define universal design, identify UDL principles, and plan for incorporating UDL principles into your adult education classes.</p> <p>Register here by September 22, 2014</p>	Online	Phyllis Hinton 515-281-4723
October 7-8 2014	<p>Standards-In-Action I</p> <p>U.S. Department of Education, Office of Vocational and Adult Education, offers this training through the Literacy Information and Communication System (LINCS) program to help our state programs build teachers' understanding of the College and Career Readiness Common Core Standards. This is a train-the trainer model that includes four, two-day institutes over the next several months. Each institute has a unique focus. Programs should have a minimum of two participants at each institute. Lunch will be provided.</p>	8:30 – 4:00 DMACC/Southridge 1111 Army Post Rd Room 20D Des Moines, IA	Phyllis Hinton 515-281-4723

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	Register Here by September 11, 2014		
October 9, 2014	WITCC Monitoring Site Visit	8:00 am – 4:00 pm Sioux City, IA	Phyllis Hinton 515-281-4723
October 14 - 15 2014	Iowa STAR Institute I POSTPONED Lunch Provided	8:30 am – 4:30 pm 400 E. 14 th St., Grimes Bldg., B-100 Des Moines, IA	Phyllis Hinton 515-281-4723
October 21 2014	FAQs for Newer ESL Teachers ESL Regional Specialist Sarah Thao will facilitate this webinar for newer ESL teachers. Topics to be covered during the session include: <ul style="list-style-type: none"> • What do I do the first day? • How do I know my students are learning? • What about tests? • How do I make my classroom a safe environment? • What should I teach? Register Here by October 17, 2014 to receive webinar link	Webinar 3:00 – 4:00 pm	Phyllis Hinton 515-281-4723
October 21 2014	EICC Desktop Monitoring POSTPONED	10:00 -11:30 am	Phyllis Hinton 515-281-4723

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October 21 2015	TE Online Workshop – Data Integrity Report Learn more and register	8:00am	Lisa Gard 515-281-3125
October 29 2014	FAQs for Newer ESL Teachers ESL Regional Specialist Sarah Thao will facilitate this webinar for newer ESL teachers. Topics to be covered during the session include: <ul style="list-style-type: none"> • What do I do the first day? • How do I know my students are learning? • What about tests? • How do I make my classroom a safe environment? • What should I teach? Register Here by October 27, 2014 to receive webinar link	Webinar 10:00 – 11:00 am	Phyllis Hinton 515-281-4723
October 30-31 2014	National Council on Workforce Education Conference More Information and to Register	Omni Hotel - Pittsburgh, PA	
November 3 2014	College & Career Readiness (CCR) Math Tri-fold This ½ day meeting will focus on math strategies for implementing CCR math standards. Please bring your own snacks and beverages. Register here by October 30, 2014	1:00 – 4:00 pm WITCC Sioux City	Phyllis Hinton 515-281-4723

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November 3 2014	<p>TE Online Workshop – Adding Students V</p> <p>How to Add and Edit Student Records focuses on using CASAS eTests Online together with TOPSpro Enterprise Online for manually adding or importing student records to your online database to prepare for web-based testing, and editing student records (i.e., correcting IDs, etc.).</p> <p>Learn More and Enroll</p>	Noon – 12:30 pm Webinar	Lisa Gard 515-281-3125
November 3 2014	<p>TE Online Workshop – Adding Tests V</p> <p>How to Add Test Records focuses on using CASAS eTests Online together with TOPSpro Enterprise Online for manually adding or importing prior test results (e.g., paper-based tests) to your online database to prepare for web-based testing.</p> <p>Learn More and Enroll</p>	1:00 – 1:30 pm Webinar	Lisa Gard 515-281-3125
November 4 2014	<p>College & Career Readiness (CCR) Math Tri-fold</p> <p>This ½ day meeting will focus on math strategies for implementing CCR math standards.</p> <p>Please bring your own snacks and beverages.</p> <p>Register here by October 30, 2014</p>	9:00 am – noon DMACC Ankeny Maple Room	Phyllis Hinton 515-281-4723
November 4 2014	<p>College & Career Readiness (CCR) Math Tri-fold</p> <p>This ½ day meeting will focus on math strategies for implementing CCR math standards.</p>	1:00 pm – 4:00 pm	Phyllis Hinton 515-281-4723

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	<p>Please bring your own snacks and beverages.</p> <p>Register here by October 30, 2014</p>	DMACC Ankeny Maple Room	
November 4 2014	<p>TE Online Workshop – Merging Students V</p> <p>How to Merge Duplicate Student Records focuses on using CASAS eTests Online together with TOPSpro Enterprise Online for bringing together two different records of the same student in your online database.</p> <p>Learn More and Enroll</p>	Noon – 12:30 Webinar	Lisa Gard 515-281-3125
November 5 2104	<p>TE Online Workshop – Adding Users V</p> <p>How to Add and Manage User Accounts focuses on using CASAS eTests Online together with TOPSpro Enterprise Online for adding and managing users and enabling access to your online database.</p> <p>Learn More and Enroll</p>	Noon Webinar	Lisa Gard 515-281-3125
November 5 2014	<p>TE Online Workshop – Access Groups V</p> <p>How to Create Access Groups focuses on using CASAS eTests Online together with TOPSpro Enterprise Online for creating groups to manage users in your online database. Enhanced access (i.e., TE License) is required to perform this function.</p>	1:00 pm Webinar	Lisa Gard 515-281-3125

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	Learn More and Enroll		
November 5 2014	<p>TE Online Workshop – Adding Personnel V</p> <p>How to Add Personnel Records focuses on using CASAS eTests Online together with TOPSpro Enterprise Online for adding administrators and teachers to your online database. Enhanced access (i.e., TE License) is required to perform this function.</p> <p>Learn More and Enroll</p>	1:00 – 1:30 pm Webinar	Lisa Gard 515-281-3125
November 5 2014	<p>College & Career Readiness (CCR) Math Tri-fold</p> <p>This ½ day meeting will focus on math strategies for implementing CCR math standards.</p> <p>Please bring your own snacks and beverages.</p> <p>Register here by October 30, 2014</p>	1:00 – 4:00 pm EICC W Davenport Center Davenport	Phyllis Hinton 515-281-4723
November 6 2014	<p>TE Online Workshop – Adding Classes</p> <p>How to Add Classes focuses on using CASAS eTests Online together with TOPSpro Enterprise Online for adding classes to your online database. Enhanced access (i.e., TE License) is required to perform this function.</p> <p>Learn More and Enroll</p>	Noon – 12:30 pm Webinar	Lisa Gard 515-281-3125

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November 6 2014	TE Online Workshop – Enrolling Students V How to Enroll Students in Classes focuses on using CASAS eTests Online together with TOPSpro Enterprise Online to enroll a student in a class. Learn More and Enroll	1:00 – 1:30 pm Webinar	Lisa Gard 515-281-3125
November 6 2014	TE Online Workshop – Instructional Hours V How to Add Instructional Hours focuses on using CASAS eTests Online together with TOPSpro Enterprise Online to record instructional hours for students enrolled in classes. Learn More and Enroll	2:00 – 2:30 pm Webinar	Lisa Gard 515-281-3125
November 6 2014	IWCC Desktop Monitoring	10:00 -11:30 am	Phyllis Hinton 515-281-4723
November 12 2014	IVCCD Desktop Monitoring	1:30pm – 3:00pm	Phyllis Hinton 515-281-4723
November 10-12 2014	Iowa Culture & Language Conference More information	Coralville Marriott 300 E. 9 th St. Coralville	

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Date	Description	Time/Location	Contact
November 12-14 2014	NCTN Effective Transitions in Adult Education More information	Crown Plaza Providence, RI	
November 13-14 2014	Iowa STAR Institute I Lunch Provided	8:30 am - 4:30 pm DMACC /Southridge 1111 Army Post Rd. Des Moines, IA	Phyllis Hinton 515-281-4723
November 18 2014	Postponed NICC Site Visit	TBD/Dubuque	Phyllis Hinton 515-281-4723
December 11 2014	NIACC Desktop Monitoring	2:00 pm-3:30 pm	Phyllis Hinton 515-281-4723
December 16 2014	NICC Site Visit	8:30 am – 4:30 pm Dubuque	Phyllis Hinton 515-281-4723
January 5 2015	Teaching in Adult Literacy (TEAL): Strategy Instruction LINCS facilitated, asynchronous, online course Approximately 2 hours per week for a month Participants are expected to read and post at least once in each of the course discussion forums; submit the required journal activities; watch recorded presentations, read the background readings and resource pages of the course; set a goal for their professional growth; and complete	Online Class	Phyllis Hinton 515-281-4723

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	<p>assignments and the final evaluation. Participants must successfully complete course requirements to receive a certificate of completion.</p> <p>By the end of the course, participants will be able to define strategy instruction, describe the importance of using self-regulation strategies to help students improve their writing and math problem solving, explain how to incorporate self-regulation strategies into writing and math instruction in the adult education classroom, and plan for integrating self-regulation strategies into your adult education classes.</p> <p>Course Outline</p> <p>Register here by December 15, 2014</p>		
January 8 2015	ICCC Desktop Monitoring	2:00pm-3:30pm	Phyllis Hinton 515-281-4723
January 12 2015	SIA Institute II Webinar Register here by January 9, 2015	3:00pm-4:00pm Webinar	Phyllis Hinton 515-281-4723
January 21 2015	DMACC Desktop Monitoring	1:30pm-3:00pm	Phyllis Hinton 515-281-4723
January 27 2015	Explicit Instruction for Strategy Learning <p>Objectives: This session covers how explicit instruction can be used to help adults with learning disabilities, and all adult learners, develop strategies to learn. Topics include the concept of a strategy, the key principles of explicit instruction, and how explicit instruction for</p>	2:00pm-4:00pm Webinar	Phyllis Hinton 515-281-4723

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	<p>strategy learning can be used as an instructional tool. After examining explicit instruction, this session covers important concepts in preparing and modeling a strategy.</p> <p>Register here by January 26, 2015</p>		
February 5 2015	EICC Desktop Monitoring	1:30pm – 3:00pm	Phyllis Hinton 515-281-4723
February 10 2015	SWCC Desktop Monitoring	10:00am-11:30am	Phyllis Hinton 515-281-4723
February 11 2015	<p>CCR Listening and Speaking Standards</p> <p>Presenters Sharon Speckhard, Barb Oakland, and Sarah Thao will provide an overview of the College & Career Readiness Listening (CCR) and Speaking Standards. This webinar is intended for all Adult Education & Literacy instructors</p> <p>Register here by February 9, 2015</p>	1:00pm – 2:00pm Webinar	Phyllis Hinton 515-281-4723
February 11, 2015	<p>SIA IV Webinar</p> <p>Register here by February 10, 2015</p>	3:00pm–4:00pm Webinar	Phyllis Hinton 515-281-4723
February 17 2015	HCC Desktop Monitoring	1:30pm-3:00pm	Phyllis Hinton 515-281-4723

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February 18-19 2015	<p>Standards in Action Institute II</p> <p><i>Participants should bring another binder and laptop</i></p> <p>Lunch provided</p> <p>Register Here</p>	9:00 am – 4:00 pm WITCC Sioux City Room L416	Phyllis Hinton 515-281-4723
February 24-25 2015	<p>Iowa STAR Institute II</p> <p>Lunch Provided</p>	8:30 am - 4:30 pm 400 E. 14 th St. Grimes Bldg., B-100 Des Moines, IA	Phyllis Hinton 515-281-4723
March 2 2015	<p>Teaching in Adult Literacy (TEAL): Student-Centered Learning: Keys to Motivation and Persistence</p> <p>LINCS facilitated, asynchronous, online course</p> <p>Approximately 2 hours per week for a month</p> <p>Participants are expected to read and post at least once in each of the course discussion forums; submit the required journal activities; watch recorded presentations, read the background readings and resource pages of the course; set a goal for their professional growth; and complete assignments and the final evaluation. Participants must successfully complete course requirements to receive a certificate of completion.</p> <p>By the end of the course, participants will be able to identify the characteristics of SCL, discuss the benefits of SCL and the implications for the teacher's role, demonstrate understanding of how to apply research</p>	Online Class	Phyllis Hinton 515-281-4723

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	<p>on learner motivation and persistence in adult literacy programs and the impact of SCL on motivation and persistence, describe strategies for implementing SCL, and identify changes teachers can make to ensure that their classrooms are learner centered.</p> <p>Course Outline</p> <p>Register here by February 25, 2015</p>		
March 4 2015	ILCC Desktop Monitoring - Postponed	1:30pm-3:00pm	Phyllis Hinton 515-281-4723
March 9 2015	<p>SIA III Webinar</p> <p>Register Here by March 6, 2015</p>	3:00pm–4:00pm Webinar	Phyllis Hinton 515-281-4723
March 10 2015	<p>TE Training</p> <p>Introduction to TOPSpro Enterprise® Objectives (Morning Session)</p> <ul style="list-style-type: none"> • Review terminology for adult literacy and TOPSpro Enterprise® • Understand basic navigation • Add a class • Add and edit personnel • Add and edit student information and hours • Add test information • Generate key reports <p>Please bring a Laptop</p> <p>Lunch will be served at 12:00 pm</p> <p>Register for Morning Session (Beginners)</p>	<p>9:00am – noon and 1:00pm – 4:00 pm</p> <p>DMACC Ankeny Bldg. 7 , Oak Room</p>	Lisa Gard 515-281-3125

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Date	Description	Time/Location	Contact
	<p>TOPSpro Enterprise® Beyond Basics Objectives(Afternoon Session)</p> <ul style="list-style-type: none"> • Use the Report Setup feature for filtering and analyzing • Generate federal reports • Generate instructional hour and competency reports • Managing different situations • Import and Export Data • Gain insight from a CASAS panel of experts <p>Register for Afternoon Session (Beyond Beginners)</p> <p>Please bring a Laptop Lunch will be served at 12:00 pm</p>		
<p>March 12 2015</p>	<p>Standards-in-Action Institute IV</p> <p>This workshop is for administrators of Iowa's Adult Education and Literacy</p> <p>Participants will learn about the Standards-in-Action initiative and its implications for standards-based instruction for their individual programs</p> <ul style="list-style-type: none"> • Learn how to implement the SIA Observation System in their own program • Learn how to conduct teacher observations as part of the SIA system • Learn how to develop a program-specific plan for sustaining the SIA initiative innovations <p>Register here by February 27, 2015</p>	<p>9:00am – 4:00pm</p> <p>Indian Hills Community College Room 125 Rosenman Video Conferencing Center</p> <p>IHCC MAP</p>	<p>Phyllis Hinton 515-281-4723</p>

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April 7-8 2015	<p align="center">Iowa STAR Institute III</p> <p align="center">Lunch Provided</p>	<p>8:30 am - 4:30 pm Grimes Building 400 East 14th St. Des Moines, IA Room: B100</p>	<p>Phyllis Hinton 515-281-4723</p>
April 9 2015	<p align="center">SCC Site Visit – POSTPONED to June 16, 2015</p>	<p>TBD/Mt. Pleasant</p>	<p>Phyllis Hinton 515-281-4723</p>
April 13 2015	<p>Teaching in Adult Literacy (TEAL): Effective Lesson Planning</p> <p>LINCS facilitated, asynchronous, online course</p> <p><i>Approximately 2 hours per week for a month</i></p> <p>Participants are expected to read and post at least once in each of the course discussion forums; submit the required journal activities; watch recorded presentations, read the background readings and resource pages of the course; set a goal for their professional growth; and complete assignments and the final evaluation. Participants must successfully complete course requirements to receive a certificate of completion.</p> <p>By the end of the course, participants will be able to identify steps of the lesson plan cycle, with an emphasis on backward design and use the TEAL Online Lesson Planner to create lesson plans.</p> <p align="center">Course Outline</p> <p align="center">Register here by March 20, 2015</p>	<p>Online Course</p>	<p>Phyllis Hinton 515-281-4723</p>

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April 15 2015	<p>CCR ELA Strategies</p> <p>Overview of objectives for the session:</p> <ul style="list-style-type: none"> • Familiarize yourself with the actual literacy (ELA) standards • Develop awareness of the structure of the standards Identify the key advances of the CCR Literacy Standards for Adult Education • Connect the standards to the key advances - in other words, "get your feet wet" <p>This session will not address the how's or why's of the CCRS development. For information on this, please go to CCRStandards AdultED and read the read the first 3 sections</p> <p>Register for the morning session here by April 10, 2015</p> <p>Register for the afternoon session here April 10, 2015</p>	<p>9:00am – noon or 1:00pm – 4:00 pm DMACC, Bldg. #7 Walnut Room</p>	<p>Phyllis Hinton 515-281-4723</p>
April 21 2015	<p>CCR Listening and Speaking Standards Training Face-to-Face</p> <p>This 3 hour training session will provide an overview and strategies for College and Career Readiness (CCR) Listening and Speaking Standards. Select either the morning or the afternoon session. It is for all AEL instructors.</p> <p>Participants are asked to bring laptop to access the CCRS or have a hard copy of the standards</p> <p>Register for the morning session here by April 20, 2015</p> <p>Register for the afternoon session here April 20, 2015</p>	<p>9:00am – noon or 1:00pm – 4:00pm IVCCD 206 East Church St. Marshalltown, IA</p>	<p>Phyllis Hinton 515-281-4723</p>

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April 21-24 2015	COABE http://www.coabe.org/conference2015.html	Hyatt Regency Denver Denver, CO	
April 28 – 29 2015	Standards-in-Action Institute III Participants should bring another binder and laptop Lunch provided Register Here by March 13, 2015	9:00 am – 4:00 pm EICC West Davenport Center 2950 Fairmont St Davenport, IA	Phyllis Hinton 515-281-4723
April 30 2015	NCC Site Visit – POSTPONED TO June 10, 2015	Sheldon	Phyllis Hinton 515-281-4723
May 15 2015	Iowa Literacy Council	Department of Corrections Jessie Parker Bldg., Board Room 510 East 12th St., Des Moines, IA	Phyllis Hinton 515-281-4723
June 10 2015	NCC Site Visit	Sheldon	Phyllis Hinton 515-281-4723

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June 16 2015	SCC Site Visit	TBD/Mt. Pleasant	Phyllis Hinton 515-281-4723
June 23-25, 2015	CASAS 2015 National Summer Institute <ul style="list-style-type: none">• Take advantage of the most up-to-date CASAS training workshops• Learn more about computer-based and online testing with CASAS eTests• Gain comprehensive strategies focused on improving learning outcomes• Hear about the latest approaches in transitioning learners to postsecondary education and the workplace• Attend in-depth workshops to explore how to use your data for program improvement• Network with others across the nation and focus on our common goal of improving basic skills for education and workplace success	San Diego, CA	Lisa Gard 515-281-3125